

THE JUDICIARY-STATE OF HAWAI'I

NOTICE TO PROVIDERS OF DESIGN PROFESSIONAL
AND RELATED CONSULTANT SERVICES

Request for Qualifications (RFQ) No. J08012

The Judiciary, State of Hawai'i, during Fiscal Year 2007-2008, which runs from July 1, 2007 through June 30, 2008, anticipates the possible need, on a limited scale, for various design professional and related consultant services, which could include but not be limited to the following: **Architecture; Engineering** (various branches such as electrical, mechanical, civil, structural, environmental, etc.); **Interior Design / Interior Architecture; Landscape Architecture; Planning** (includes physical planning, as well as environmental assessments and impact statements); **Interior Design; Construction Management; and Real Estate Appraisal and/or Feasibility Studies.**

The scope of activities for which such services are being sought are anticipated to be generally for consultant contracts below \$350,000, and for construction costs below \$1,500,000. The types of projects for which prospective providers of these services would likely be engaged are minor renovation, alteration, and/or tenant improvement-type work for physical facilities statewide that are being occupied, or are intended to be occupied, by Judiciary offices and programs (or planning and scoping work that would precede actual facility design and/or construction). Other potential projects that may be considered include due diligence studies and renovation / alteration feasibility analyses.

Those persons or firms that are interested in and capable of providing any of these services are invited to submit a letter of interest, together with the following minimum information and materials, to: **The Judiciary -State of Hawai'i; Financial Services Office; 1111 Alakea Street; Kauikaouli Hale, Sixth Floor; Honolulu, Hawai'i 96813-2807**, by or before **3:00 PM on Tuesday, July 3, 2007**:

1. Background description of the person or firm, along with statements of qualifications and experience for the types of work in which said person or firm is interested in providing, based on services that have been performed for both public and private organizations within the past five (5) years in the State of Hawai'i;
2. Individual résumés for principals / owners and key staff members (as applicable), indicating all qualifications and experience that would be germane to the types of work for which the submitting party wishes to be considered;
3. Five (5) or more client references whom the Judiciary may freely contact;
4. Company or firm brochures and similar promotional materials (optional); and.
5. Any other information or materials that submitting party believes would be useful and relevant in being considered to provide the types of services set forth above.

In general, submittal packages and formats provided to other public agencies in response to advertisements of a similar nature should be acceptable, provided that the foregoing minimum requirements are met. **Persons or firms that previously responded to Judiciary RFQ No. J06007 and/or No. J07031 will remain in consideration to provide these design professional and related consultant services during Fiscal Year 2007-2008. However, such parties should submit updates of any information contained in their original submittals that may have since changed, by the date and time indicated above for new submittals.** Further, any such persons or firms that are no longer willing or able to continue to be considered shall advise the Judiciary in writing, also at the address and by the date and time set forth above for new submittals. Submissions may either be "hard copy" originals, or electronic copies on CDs (in "pdf" format), at the submitting party's option; however, the Judiciary reserves the right at a later date to request "hard copies" of materials that are initially submitted using electronic media in response to this RFQ. The Judiciary regrets that it is not able to accept electronic mail ("e-mail") submissions for this RFQ. All submissions will be kept on file through June 30, 2008, and utilized for the selection of providers of these professional services, which will be dependent upon the Judiciary's needs during Fiscal Year 2007-2008, and in accordance with State of Hawai'i procurement laws and Judiciary procedures.



Janell M. L. Kim
Financial Services Administrator
The Judiciary, State of Hawai'i